



Division of Human Resources

Overtime Agreement

I understand that it is the policy of the State of North Carolina to give employees subject to the Fair Labor Standards Act overtime compensation in the form of compensatory time off, rather than in monetary compensation, whenever possible. I understand that the decision to give either compensatory time off or monetary compensation is a decision to be made by management, and is not my choice. I understand that acceptance of these policies is a condition of my employment with the Department of Health and Human Services.

Applicant/Employee Signature

Date

Print name